

S.P. MANDALI'S
RAMNARAIN RUIA AUTONOMOUS COLLEGE
Matunga, Mumbai 400019

Minutes of the Meeting of external members of IQAC held on 25th August 2023

The following members attended the meeting

Dr. Anushree Lokur (*Convener*)
Dr. Varsha Shukla (*Vice Principal*)
Dr. Vaibhavi Palsule (*Vice Principal*)
Dr. Ashwini Deshpande (*Coordinator*)
Dr. Sujata Suvarnapathki (*Dean- Academic Affairs*)
Dr. Sunil D. Shankhadarwar (*Examination Coordinator*)
Dr. Sanjeevani Gharge (*Students' Council Convener*)
Dr. Veena Thakare (*Librarian*)
Dr. Jessy Pius (*Faculty*)
Dr. Sucheta Ketkar (*Faculty*)
Dr. Manish Hate (*Faculty*)
Ms. Varsha Malwade (*Faculty*)
Dr. Madhavi Badole (*Faculty*)
Dr. Kanchan Chitnis (*Faculty*)
Dr. Vaishali Dabke (*Faculty*)
Dr. Himani Chaukar (*Faculty*)
Dr. Sachin Palekar (*Faculty*)
Dr. Pradeep Waghmare (*Faculty*)
Mr. Shailesh Shelar (*Academic*)
Mr. Shrirang Godbole (*Employer*)
Mr. Milind Joshi (*Alumnus*)
Ms Aarya Patil (*Student Representative*)

Leave of absence was granted to Dr. Bhalchandra Bhole, Dr. Ulhas Nimkar, Dr. Yogesh Funde, Prof. Jessy Pius, Prof. Kamini Donde, Dr. Arvind Gajengi, Mr. Sudarshan Agre, Mr. Sahebrao Ghule and Mr. Amogh Desai.

Dr. Ashwini Deshpande started the meeting by welcoming the members. The meeting started with the following deliberations:

Agenda. No. 1: Confirmation of the minutes of the fourth meeting of IQAC held on 21st April 2023

Minutes were confirmed by Dr. Varsha Shukla and seconded by Dr. Sucheta Ketkar.

Dr. Ashwini Deshpande presented the achievements of College, students and faculty.

Agenda No. 2: Reporting the actions taken on the decisions taken by IQAC on discussion of the fourth meeting.

Dr. Ashwini Deshpande reported that the following actions were taken on the decisions taken by IQAC in the fourth meeting.

- Implementation of NEP at FY UG level for all streams with verticals as per UGC and state government guidelines
- Introducing PG course in Philosophy and Political Science from 2023-24
- An induction program for all First Year UG and PG students was organized by IQAC, Centre for Mindfulness and Wellbeing and Universal Human Ethics Club in collaboration with Heartful Campus in the fourth week of July
- The second level workshop on psychological health improvement by Pradnya Parisar Prakalpa will start soon
- The pending workshop on stress management will be conducted in October as soon as the dates are received from the concerned resources person
- Data has been submitted for Academic and Administrative Audit, visit awaited
- Examination Audit will be scheduled after first term results are declared and Gender Audit is being planned in December

Agenda No. 3: IQAC Plan of Action 2023-24

Dr. Ashwini Deshpande proposed the following activities.

1. Assuring Quality Education:
 - Upskilling and Capacity Building Workshop for faculty MSFDA
 - Starting a center for Skill based courses
 - Setting up a mechanism to identify special learners
2. Strengthening Research domains, Innovation & Entrepreneurship
 - Promotion of Innovation and Setting up of Innovation Centre & Strengthening Existing Innovation, Incubation and Startup Programmes
 - Professors of Practice Guiding Research Student
3. Digitization of internal processes Digitisation of Library Resources
4. Examination Audit and Gender Audit
5. Workshops for Administrative and Support staff
6. Preparation of SSR

Dr. Milind Joshi suggested the word augmenting instead of assuring.

Dr. Ashwini Deshpande mentioned about organizing the workshops on Innovative Teaching Methods, Innovative Methods of Evaluation by MSFDA.

Principal Prof Anushree Lokur mentioned about conducting workshops on leadership for leaders of various positions from teaching and non-teaching staff.

Dr. Ashwini also informed about organizing a workshop on sensitization to special needs of students by Dr. Manjushree Patil. When enquired by Dr. Milind Joshi about the need of Social Etiquettes, Dr. Lokur informed that it will be conducted to create awareness about interaction on social media especially with students.

Sessions on Cyber security for teaching and non-teaching were also proposed by Dr. Ashwini.

Extending the same point, Dr. Milind Joshi Suggested to create SOPs regarding safety and security in general and cyber security in particular. He also suggested some majors like changing the password from time to time.

Ms. Varsha Malwade mentioned about conducting workshops for visually challenged students on drawing. She also mentioned the opening of the Fulbright Fellowship for academic administrators.

Dr. Godbole enquired about the number of certificate courses and whether they are creditable.

Dr. Milind Joshi suggested the certificate courses on industrial engineering, e mobility, bulk drug pharma, sustainable mobility etc. which could provide employability, he also suggested organizing the courses online so that students from other states can take advantage.

Dr. Milind Joshi also suggested publishing a progress report for implementation of sustainability like no plastic implementation, water conservation and energy conservation etc.

Dr. Milind Joshi emphasized on increasing the number of research guides which will contribute towards innovation.

Dr. Milind Joshi also emphasized on complete digitization and automation of administration and library.

Dr. Lokur and Dr. Ashwini thanked all the members.



Dr. Ashwini Deshpande
Coordinator, IQAC



Dr. Anushree Lokur
Principal, Convenor, IQAC

**S.P. MANDALI'S
RAMNARAIN RUIA AUTONOMOUS COLLEGE
IQAC**

Actions Taken Report of First IQAC meeting held on 25th August 2023

	Plan	Activities	Outcome
1	Audits	Academic and Administrative Audit	The data was submitted to IQAC Cluster India in July and the audit will be conducted soon
2	Setting up a mechanism to identify special learners	Discussions are on with ORAGE DIGITAL (Office) for conducting PLAT (Progressive Learning Ability Test) Identify Fast or Slow learners	MoU will be signed soon



Dr. Ashwini Deshpande
Coordinator, IQAC



Dr. Anushree Lokur
Principal, Convenor, IQAC

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Matunga, Mumbai 400019

Minutes of the Meeting of Internal Members of IQAC and Criterion In-charges held on 11th September 2023 at 11:00 in the Conference Room

The following members attended the meeting:

- Dr. Anushree Lokur (*Convener*)
- Dr. Vaibhavi Palsule (*Vice Principal*)
- Dr. Ashwini Deshpande (*Coordinator*)
- Dr. Sujata Suvarnapatki (*Dean- Academic Affairs*)
- Dr. Kamini Donde (*Dean-Research*)
- Dr. Sunil Shankhadarwar (*Examination Coordinator*)
- Dr. Jessy Pius (*Faculty*)
- Dr. Sucheta Ketkar (*Faculty*)
- Dr. Manish Hate (*Faculty*)
- Dr. Vaishali Dabke (*In-charge: Criterion I*)
- Dr. Bhavna Narula (*In-charge: Criterion II*)
- Dr. Madhavi Badole (*In-charge: Criterion III*)
- Dr. Nitinkumar Potadar (*In-charge: Criterion IV*)
- Dr. Vaibhav Wagh (*In-charge: Criterion V*)
- Dr. Vaishali Phusate (*In-charge: Criterion VII*)
- Dr. Himani Chaukar (*Faculty*)
- Dr. Sachin Palekar (*Faculty*)
- Dr. Pradeep Waghmare (*Faculty*)
- Dr. Arvind Gajengi (*Faculty*)
- Mr. Sahebrao Ghule (*CEO, Academic*)
- Mr. Sudarshan Agre (*I/C Registrar, Academic*)

The following members were granted leave of absence: Dr. Varsha Shukla, Dr. Sanjeevani Gharge, Dr. Veena Thakre, Ms. Varsha Malwade, Dr. Kanchan Chitnis and Mr. Shailesh Shelar

Agenda No. 1: To report the activities conducted so far

Dr. Pradeep and Dr. Aravind briefed about:

(1) A session on Mental Health that was conducted through MPower of Aditya Birla Education Trust in three batches for BA, BSc, BACM & BVoc students on 31st August, 1st September and 4th September 2023. 1631 students attended it.

(2) Progressive Learning Ability Test (PLAT) is planned for all students of First Year BA, BSc and BVoc to identify special and advanced learners, through a firm named ORAGE DIGITAL Pvt. Ltd. (Offee). Dr. Pradeep Waghmare, and Dr. Aravind Gajengi coordinated with Offee for the same. First batch of 111 students of FYBACM and FYBVoc appeared for the test on 6th September 2023

The next batch will be conducted for FYBA and FYBSc on 11th October 2023.

Agenda No. 2: To verify the compliance of recommendations given by NAAC peer team in the 4th cycle of accreditation

Discussed that: Every recommendation was discussed. IQAC to check the compliance of all recommendations given by NAAC peer team in the 4th cycle of accreditation

Resolved that: IQAC will check the compliance of recommendations and will prepare a compliance report.

Agenda No. 3: To calculate benchmarks as per NAAC benchmark document for autonomous colleges

Discussed that: Calculation of benchmarks in evaluating academic and administrative performance of colleges in accordance with NAAC benchmark document for autonomous colleges.

Study of the standard benchmarks laid down by NAAC and identification of key performance indicators relevant to NAAC benchmarks.

Identification of metrics crucial for evaluating academic quality, institutional effectiveness, and student outcomes as per NAAC guidelines.

Resolved that: Criteria in-charges will collate the data from 2019 to 2023 and calculate the benchmarks achieved to plan the improvements in the current year i.e. 2023-24

Agenda No. 4: To perform Gap Analysis based on Benchmarks

Discussed that: Presentation of the calculation of benchmarks by Criterion In-charges

Discussion and suggestions for improvement of benchmarks by the Principal and other members

Resolved That: All criteria in-charges will work on the suggestions for improving the benchmarks in their respective criterion.

Experts were assigned for each criterion to cross verify the work of SSR documentation.

Agenda No. 5: To decide the Assessment Period of accreditation

Discussed that: SSR should include 2019-2024 as the assessment period since implementation of NEP 2020 would be beneficial in improving the benchmarks

Resolved That: The assessment period of SSR should be 2019-2024

Agenda No. 6: To Plan Activities based on Gap Analysis

Discussed that: Activities to be planned and carried out metric wise under each criterion to work on improvement of the grade.

Various methods to collect data of progression and placement of ex-students of assessment period (2019-2022)

Focus areas of workshops for students, faculty and administrative & support staff were identified.

Distribution of SSR writing work and collection of proofs to the team members of each criterion.

Allocation of deadlines for completion of their metrics and guidance about information sources of data required for 2019-23.

Simultaneous collation of data of AQAR 2022-23 by teams.

Resolved that: Criteria in-charges will present updates on AQAR and SSR data collation in the next meeting in the last week of September 2023.



Dr. Ashwini Deshpande
Coordinator, IQAC



Dr. Anushree Lokur
Principal, Convenor, IQAC

**S.P. MANDALI'S
RAMNARAIN RUIA AUTONOMOUS COLLEGE
IQAC**

Actions taken report of Second IQAC meeting held on 11-09-2023

	Plan	Activities	Outcome
1	Verification of recommendations given by NAAC peer team in the 4th cycle of accreditation	Every recommendation was discussed	IQAC has checked the compliance of recommendations and prepared a compliance report
2	Identification of key performance indicators of NAAC	Benchmarks were calculated	Benchmarks were calculated for each metric of each criterion
3	Performing a Gap Analysis	Measures for improving the benchmarks were suggested	Criteria incharges along with IQAC have started conducting activities to improve the benchmarks Experts were assigned for each criterion
4	Decision of assessment period	Pros and cons of assessment periods 2018-2023 were compared with 2019-24	The assessment period of SSR was finalised be 2019-2024
5	Identification of Advanced and Special Learners	Session on Mental Health through MPower of Aditya Birla Education Trust in collaboration with the department of Philosophy was conducted	The session was conducted in three batches on 31 st August, 1 st September and 4 th September 2023 for BA, BSc, BACM & BVoc students. 1631 students attended it.
		Progressive Learning Ability Test (PLAT)	Conducted first batch of PLAT through ORAGE DIGITAL Pvt. Ltd. (Offee) on 6 th September 2023. 111 students of FYBACM and BVoc were administered the test. The next batch will be conducted for FYBA and BSc on 11 th October 2023.



Dr. Ashwini Deshpande
Coordinator, IQAC



Dr. Anushree Lokur
Principal, Convenor, IQAC

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Matunga, Mumbai 400019

Minutes of the Meeting of Internal Members of IQAC and Criterion In-charges held on 27th
September 2023 at 11:00 in the Conference Room

The following members attended the meeting:

Dr. Anushree Lokur (*Convener*)
Dr. Varsha Shukla (*Vice Principal*)
Dr. Vaibhavi Palsule (*Vice Principal*)
Dr. Ashwini Deshpande (*Coordinator*)
Dr. Sujata Suvarnapatki (*Dean- Academic Affairs*)
Dr. Kamini Donde (*Dean-Research*)
Dr. Jessy Pius (*Faculty*)
Dr. Sucheta Ketkar (*Faculty*)
Dr. Manish Hate (*Faculty*)
Ms. Varsha Malwade (*Faculty*)
Dr. Vaishali Dabke (*In-charge: Criterion I*)
Dr. Bhavna Narula (*In-charge: Criterion II*)
Dr. Madhavi Badole (*In-charge: Criterion III*)
Dr. Nitinkumar Potadar (*In-charge: Criterion IV*)
Dr. Vaibhav Wagh (*In-charge: Criterion V*)
Dr. Kanchan Chitnis (*In-charge: Criterion VI*)
Dr. Vaishali Phusate (*In-charge: Criterion VII*)
Dr. Himani Chaukar (*Faculty*)
Dr. Sachin Palekar (*Faculty*)
Dr. Arvind Gajengi

The following members were granted leave of absence: Dr. Sunil Shankhadarwar, Dr. Veena Thakare, Dr. Pradeep Waghmare, Mr. Sudarshan Agre, Mr. Sahebrao Ghule and Mr. Shailesh Shelar

Agenda. No. 1: To take updates on progress of SSR and AQAR 2022-23

All in-charges presented the status of the work of their respective criteria and discussed difficulties in getting some data. Experts were asked for suggestions about it.

Suggestions given by experts were incorporated for further proofs collection, Policies and SOP writing etc.

Resolved that: Teams will start with collation of Qualitative Metrics of SSR.

Agenda No. 2: To conduct Workshops/Sessions

Workshops/Sessions planned for students

- 1) Progressive Learning Ability Test (PLAT) will be conducted through ORAGE DIGITAL (Office) for the second batch of students of FYBA and FYBSc on 11th October 2023.
- 2) Challenges and Opportunities of Future for students of TY and MSc II to be conducted on 5th January 2024
- 3) On the basis of results received from PLAT activities to be planned for Special Learners
- 4) Inquiry and Critical Thinking Workshop will be conducted for advanced learners of FYBSc and SYBSc through IISER under MS DEED of MSFDA (February 2024)

Workshops/Sessions planned for teachers

- 1) Outcome Based Education will be conducted on 18/10/2023
- 2) Teachers as mentors – An interaction with Dr. Anand Nadkarni will be conducted on 5th January 2024
- 3) Leadership Development (March 2024)
- 4) Cyber Security (April 2024)

Workshops/Sessions planned for administrative and support staff

- 1) Workshop on Disaster Management will be conducted (November 2023)
- 2) Stress Management and Communication will be conducted on 5th January 2024
- 3) Workshop will be conducted on Team Building, Effective Communication Skills and Work Culture (March 2024)
- 4) Cyber Security (April 2024)



Dr. Ashwini Deshpande
IQAC Coordinator



Dr. Anushree Lokur,
Principal, Convenor, IQAC

S.P. MANDALI'S
RAMNARAIN RUIA AUTONOMOUS COLLEGE
IQAC

Actions taken report of Third IQAC meeting held 27th September-2023

	Plan	Activities	Outcome
1	Taking updates on progress of SSR and AQAR 2022-23	Experts gave suggestions on difficulties in obtaining some required data, proof collections and policy writing	It was decided to start writing the qualitative metrics
2	Workshops/ Sessions for students	Progressive Learning Ability Test (PLAT) through ORAGE DIGITAL (Offee) for the second batch of students of FYBA and FYBSc	Will be conducted on 11 th October 2023
		For Special Learners	Remedial will be conducted
		Workshop on Inquiry and Critical Thinking for advanced learners of FYBSc and SYBSc through IISER under MS DEED of MSFDA	Will be conducted in February 2024
		Session on Challenges and Opportunities of Future for students of TY and MSc II	Will be conducted on 5th January 2024
3	Workshops/ Sessions for teachers	Session on Outcome Based Education	Will be conducted on 18th October 2023
		Teachers as mentors – An interaction with Dr. Anand Nadkarni	Will be conducted on 5th January 2024
		Workshop on Leadership Development	Will be conducted in March 2024
		Session on Cyber Security	Will be conducted in April 2024
4	Workshops/ Sessions for administrative and support staff	Workshop on Disaster Management	Will be conducted in November 2023
		Session on Stress Management and Communication	Will be conducted on 5th January 2024
		Workshop on Team Building, Effective Communication Skills and Work Culture	Will be conducted in March 2024
		Session on Cyber Security	Will be conducted in April 2024



Dr. Ashwini Deshpande
Coordinator, IQAC



Dr. Anushree Lokur
Principal, Convenor, IQAC

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Matunga, Mumbai 400019

Minutes of the Meeting of IQAC Members held on 14th October 2023 at 12:00 in the
Conference Room

The following members attended the meeting:

Dr. Anushree Lokur (*Convener*)
Dr. Varsha Shukla (*Vice Principal*)
Dr. Vaibhavi Palsule (*Vice Principal*)
Dr. Ashwini Deshpande (*Coordinator*)
Dr. Sujata Suvarnapathki (*Dean- Academic Affairs*)
Dr. Sunil D. Shankhadarwar (*Examination Coordinator*)
Dr. Sanjeevani Gharge (*Students' Council Convener*)
Dr. Veena Thakare (*Librarian*)
Dr. Jessy Pius (*Faculty*)
Dr. Sucheta Ketkar (*Faculty*)
Dr. Manish Hate (*Faculty*)
Dr. Vaishali Dabke (*In-charge: Criterion I*)
Dr. Bhavna Narula (*In-charge: Criterion II*)
Dr. Madhavi Badole (*In-charge: Criterion III*)
Dr. Nitinkumar Potadar (*In-charge: Criterion IV*)
Dr. Vaibhav Wagh (*In-charge: Criterion V*)
Dr. Kanchan Chitnis (*In-charge: Criterion VI*)
Dr. Vaishali Phusate (*In-charge: Criterion VII*)
Dr. Sachin Palekar (*Faculty*)
Dr. Pradeep Waghmare (*Faculty*)
Dr. Arvind Gajengi (*Faculty*)

The following members were granted leave of absence: Dr. Veena Thakre, Ms. Varsha Malwade, Dr. Himani Chaukar, Mr. Sudarshan Agre, Mr. Sahebrao Ghule and Mr. Shailesh Shelar

Reporting the actions taken

Workshops/Sessions conducted for students

Progressive Learning Ability Test (PLAT) was conducted through ORAGE DIGITAL Pvt. Ltd. (Offee) for the second batch of students of FYBA and FYBSc on 11th October 2023. 673 students appeared for the test.

Agenda. No. 1: To update on progress of SSR and AQAR 2022-23 and Activities conducted

All in-charges presented the status of the work of their respective criteria

Quantitative Metrics were discussed in detail.

Suggestions were given by experts for further improvements.

AQAR 2022-23 was 80% complete.

Resolved that: All criterion in-charges will work on the suggestions. Teams to start with collation of Quantitative Metrics of SSR.

Agenda No. 2: To update on the Planned Activities

Dr. Pradeep and Dr. Aravind informed about the activities planned

Workshops/Sessions planned for Teachers

Outcome Based Education will be conducted on 18/10/2023

Workshops/Sessions planned for Administrative and support staff

Disaster Management will be conducted in two batches 8th-9th November 2023 and 17th-18th November 2023.



Dr. Ashwini Deshpande
IQAC Coordinator



Dr. Anushree Lokur
Principal, Convenor, IQAC

**S.P. MANDALI'S
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IQAC**

Actions taken report of Fourth IQAC meeting held on 14th October-2023

	Plan	Activities	Outcome
1	To update on progress of SSR and AQAR 2022-23	Detailed discussion on quantitative metric of SSR	It was decided to start collation of the quantitative metrics
2	Workshops/Sessions for students	Progressive Learning Ability Test (PLAT) through ORAGE DIGITAL Pvt. Ltd. (Offee) for the second batch of students of FYBA and FYBSc	The test was conducted on 11 th October 2023. 673 students of FYBA and BSc appeared for the test
3	Workshops/Sessions planned for Teachers	A session on Outcome Based Education by Mr. Ajay Bhagwat, founder of inpods	The session is scheduled on 18th October 2024
4	Workshops/Sessions planned for Administrative and Support Staff	A 2-day workshop on Disaster Management by BMC Disaster Management Department, Parel	The workshop is scheduled in two batches on 8th-9th November 2023 and 17th-18th November 2023



Dr. Ashwini Deshpande
Coordinator, IQAC



Dr. Anushree Lokur
Principal, Convenor, IQAC

**S.P. MANDALI'S
RAMNARAIN RUIA AUTONOMOUS COLLEGE
IQAC**

Actions taken report of Fifth IQAC meeting held on 18th December-2023

	Plan	Activities	Outcome
1	To update on progress of SSR and AQAR 2022-23	Dr. Vaishali Phusate informed IQAC about her going on medical leave	Dr. Arjun Kharat from the same team was handed over the charge of criterion VII
		Template-filling was discussed and supporting documents preparation to be taken up	AQAR 2022-23 was 90% completed. Uploading of AQAR started
2	Workshops/Sessions for students	Received the analysis of the Progressive Learning Ability Test (PLAT) conducted by Offee	Departments will conduct a remedial program for special learners
3	Workshops/Sessions planned for Teachers	A session on Outcome Based Education by Mr. Ajay Bhagwat, founder of inPods was conducted on 18th October.	90 teachers and especially the freshly appointed teachers got to know the importance of outcome based education.
4	Workshops/Sessions planned for Administrative and Support Staff	A workshop on Disaster Management Workshop was conducted by Disaster Management Department of BMC Parel office for administrative and support staff in two batches on 8th-9th November 2023 and 17th-18th November 2023	49 staff members attended this workshop and it was well received by them. They suggested that even students and teachers should attend to learn to handle disasters.



Dr. Ashwini Deshpande
Coordinator, IQAC



Dr. Anushree Lokur
Principal, Convenor, IQAC

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Matunga, Mumbai 400019

Minutes of the Meeting of IQAC Members held on 18th December 2023

The following members attended the meeting

Dr. Anushree Lokur (*Convener*)
Dr. Varsha Shukla (*Vice Principal*)
Dr. Vaibhavi Palsule (*Vice Principal*)
Dr. Ashwini Deshpande (*Coordinator*)
Dr. Kamini Donde (*Dean- Research*)
Dr. Sunil D. Shankhadarwar (*Examination Coordinator*)
Dr. Sanjeevani Gharge (*Students' Council Convener*)
Dr. Veena Thakare (*Librarian*)
Dr. Jessy Pius (*Faculty*)
Dr. Sucheta Ketkar (*Faculty*)
Dr. Manish Hate (*Faculty*)
Ms. Varsha Malwade (*Faculty*)
Dr. Vaishali Dabke (*In-charge: Criterion I*)
Dr. Bhavna Narula (*In-charge: Criterion II*)
Dr. Madhavi Badole (*In-charge: Criterion III*)
Dr. Nitinkumar Potadar (*In-charge: Criterion IV*)
Dr. Vaibhav Wagh (*In-charge: Criterion V*)
Dr. Kanchan Chitnis (*In-charge: Criterion VI*)
Dr. Arjun Kharat (*In-charge: Criterion VII*)
Dr. Himani Chaukar (*Faculty*)
Dr. Sachin Palekar (*Faculty*)
Dr. Pradeep Waghmare (*Faculty*)
Mr. Sudarshan Agre (*Registrar*)
Mr. Sahebrao Ghule (*CEO*)
Mr. Shailesh Shelar (*Academic*)

The following members were granted leave of absence:

Dr. Sujata Suvarnapathki and Dr. Arvind Gajengi

Dr. Ashwini announced that Dr. Arjun Kharat will be looking after criterion VII since Dr. Vaishali Phusate is on medical leave

Agenda. No. 1: To take updates on progress of SSR, AQAR 2022-23 and planned activities

All in-charges presented the status of the work of their respective criteria

Collation of Templates was discussed.

AQAR 2022-23 was 90% complete. Uploading of AQAR has started.

Workshops/Sessions planned for students

Analysis of the Progressive Learning Ability Test (PLAT) conducted by Office was received.

A remedial program for special learners will be conducted by the departments.

Workshops/Sessions planned for Teachers

A session on Outcome Based Education was conducted by Mr. Ajay Bhagwat on 18/10/2023.

90 teachers attended the session

Workshops/Sessions planned for Administrative and support staff

49 administrative and support staff attended a workshop on Disaster Management Workshop in two batches on 8th-9th November 2023 and 17th-18th November 2023 at the Disaster Management Department of BMC Parel office.

Resolved that: Criterion in-charges will start preparing supporting documents preparation simultaneously

Dr. Ashwini Deshpande
IQAC Coordinator

Dr. Anushree Lokur
Principal, Convenor, IQAC

Minutes of the Meeting of IQAC Members held on 1st January 2024 at 12:00 in the
Conference Room

The following members attended the meeting:

- Dr. Anushree Lokur (Convener)
- Dr. Varsha Shukla (Vice Principal)
- Dr. Vaibhavi Palsule (Vice Principal)
- Dr. Ashwini Deshpande (Coordinator)
- Dr. Sujata Suvarnapathki (Dean- Academic Affairs)
- Dr. Kamini Donde (Dean-Research Consultancy & Innovation)
- Dr. Sunil D. Shankhadarwar (Examination Coordination Committee)
- Dr. Sanjeevani Gharge (Students' Council)
- Dr.. Veena Thakare (Librarian)
- Dr. Jessy Pius (Faculty)
- Dr. Sucheta Ketkar (Faculty)
- Dr. Manish Hate (Faculty)
- Ms. Varsha Malwade (Faculty)
- Dr. Vaishali Dabke (In-charge: Criterion I)
- Dr. Bhavna Narula (In-charge: Criterion II)
- Dr. Madhavi Badole (In-charge: Criterion III)
- Dr. Nitinkumar Potadar (In-charge: Criterion IV)
- Dr. Vaibhav Wagh (In-charge: Criterion V)
- Dr. Kanchan Chitnis (In-charge: Criterion VI)
- Dr. Arjun Kharat (In-charge: Criterion VII)
- Dr. Himani Chaukar (Faculty)
- Dr. Pradeep Waghmare (Faculty)
- Dr. Aravind Gajengi (Faculty)
- Mr. Sudarshan Agre (I/C Registrar)
- Mr. Sahebrao Ghule(Accounts & Finance officer)
- Mr. Shailesh Shelar (Academic)

The following members were granted leave of absence: Dr. Sachin Palekar

Agenda. No. 1: To update on progress of SSR and AQAR 2022-23

Criterion in-charges presented the status of the work of their respective criteria

They reported that supporting documents of SSR were being collated. The data of 5 years being a huge task was time consuming.

AQAR 2022-23 was 95% completed. The number of students could be finalised only on submission of All India Survey on Higher Education (AISHE) data to the university. Uploading of AQAR on going.

Resolved that: Work on supporting documents to be continued.

Agenda No. 2: To update on appointment of Professors of Practice

Prof. Anushree Lokur announced that Dr. Ajit Datar, Dr Milind Joshi and Dr. Asmita Nimkar have been appointed as Professors of practice from December 2023 to guide the research related activities of PG and PhD students.



Dr. Ashwini Deshpande
IQAC Coordinator



Dr. Anushree Lokur,
Principal, Convenor, IQAC

**S.P. MANDALI'S
RAMNARAIN RUIA AUTONOMOUS COLLEGE
IQAC**

Actions taken report of Sixth IQAC meeting held on 1st January 2024

	Plan	Activities	Outcome
1	To update on progress of SSR and AQAR 2022-23	Criterion in-charges presented the status and reported that supporting documents of SSR were being collated and is a time consuming job	Work on supporting documents was continued
		Finalisation of AQAR 2022-23 awaited number of students based on AISHE data	AQAR 2022-23 was 95% completed. Uploading of AQAR was continued
2	To appoint Professors of Practice	Dr. Ajit Datar, Dr Milind Joshi and Dr. Asmita Nimkar have been appointed as Professors of practice from December 2023	These professors of practice will guide the research related activities of PG and PhD students.. Dr Joshi and Dr. Nimkar are our alumni

Dr. Ashwini Deshpande
Coordinator, IQAC

Dr. Anushree Lokur
Principal, Convenor, IQAC

S.P. MANDALI'S
RAMNARAIN RUIA AUTONOMOUS COLLEGE
Matunga, Mumbai 400019

Minutes of the Meeting of IQAC Members held on **9th February 2024** at 11:00 in the
Conference Room

The following members attended the meeting:

Dr. Anushree Lokur (Convener)
Dr. Varsha Shukla (Vice Principal)
Dr. Vaibhavi Palsule (Vice Principal)
Dr. Ashwini Deshpande (Coordinator)
Dr. Sujata Suvarnapathki (Dean- Academic Affairs)
Dr. Kamini Donde (Dean-Research Consultancy & Innovation)
Dr. Sunil D. Shankhadarwar (Examination Coordination Committee)
Dr. Sanjeevani Gharge (Students' Council)
Dr.. Veena Thakare (Librarian)
Dr. Jessy Pius (Faculty)
Dr. Manish Hate (Faculty)
Ms. Varsha Malwade (Faculty)
Dr. Vaishali Dabke (In-charge: Criterion I)
Dr. Madhavi Badole (In-charge: Criterion III)
Dr. Nitinkumar Potadar (In-charge: Criterion IV)
Dr. Vaibhav Wagh (In-charge: Criterion V)
Dr. Kanchan Chitnis (In-charge: Criterion VI)
Dr. Arjun Kharat (In-charge: Criterion VII)
Dr. Himani Chaukar (Faculty)
Dr. Aravind Gajengi (Faculty)

The following members were granted leave of absence: Dr. Sucheta Ketkar, Dr. Bhavna Narula, Dr. Pradeep Waghmare, Dr. Sachin Palekar, Mr. Sudarshan Agre, Mr. Sahebrao Ghule and Mr. Shailesh Shelar

Agenda. No. 1: To discuss the Best Practices and Distinctiveness of the college for SSR

Best Practices and Distinctiveness submitted in the previous AQARs were discussed.

Resolved That: To sensitize students to Sustainable Development Goals and Educational Developmental Services for students with special needs to be the best practices for SSR and **Explore-Experience-Excel** to be considered as the distinctiveness of SSR.

AQAR 2022-23 was approved by College Development Committee on 12/01/2024

Agenda No. 2: To update on the Planned Activities

Workshops/Sessions planned for students

A session “Challenges and Opportunities of Future” was conducted by Dr. Anand Nadkarni, for the students of TY and MSc II under Pradnya Parisar Prakalpa of MSFDA. 417 students were enlightened on managing stress about opportunities of future

Workshops/Sessions planned for Teachers

67 teachers attended the session on “Teachers as mentors- An interaction with Dr. Anand Nadkarni”

Workshops/Sessions planned for Administrative and support staff

56 staff members attended a session by Dr. Anand Nadkarni on Stress Management and Communication on 5th January 2024.



Dr. Ashwini Deshpande
IQAC Coordinator



Dr. Anushree Lokur,
Principal, Convenor, IQAC

**S.P. MANDALI'S
RAMNARAIN RUIA AUTONOMOUS COLLEGE
IQAC**

Actions taken report of Seventh IQAC meeting held on 9th February-2024

	Plan	Activities	Outcome
1	To discuss the Best Practices and Distinctiveness of the college for SSR	Detailed discussion on Best Practices and Distinctiveness was carried out	Sensitization students to Sustainable Development Goals and Educational Developmental Services for students with special needs was finalised to be the best practices for SSR and Explore-Experience-Excel was finalised to be considered as the distinctiveness of SSR
2	To update on progress of SSR and AQAR 2022-23	AQAR 2022-23 was presented to College Development Committee	AQAR 2022-23 was approved by College Development Committee on 12/01/2024
3	Workshops/ Sessions for students	A session "Challenges and Opportunities of Future" was conducted by Dr. Anand Nadkarni for students of TY and MSc II under Pradnya Parisar Prakalpa of MSFDA on 5th January 2024	417 students were enlightened on face the challenges about opportunities of future
4	Workshops/ Sessions planned for Teachers	A session on "Teachers as mentors" -an interaction by Dr. Nadkarni was conducted under Pradnya Parisar Prakalpa of MSFDA on 5th January 2024	67 teachers attended the interactive session and discussed about various perspectives of a role of mentors
5	Workshops/ Sessions for Administrative and Support Staff	A session on Stress Management and Communication was conducted by Dr. Anand Nadkarni under Pradnya Parisar Prakalpa of MSFDA on 5th January 2024.	56 staff members learnt methods of coping up with stress



Dr. Ashwini Deshpande
Coordinator, IQAC



Dr. Anushree Lokur
Principal, Convenor, IQAC

Minutes of the Meeting of IQAC Members held on 13th February 2024 at 12:00 in the Conference
Room

The following members attended the meeting:

Dr. Anushree Lokur (Convener)
Dr. Varsha Shukla (Vice Principal)
Dr. Vaibhavi Palsule (Vice Principal)
Dr. Ashwini Deshpande (Coordinator)
Dr. Sujata Suvarnapathki (Dean- Academic Affairs)
Dr. Kamini Donde (Dean-Research Consultancy & Innovation)
Dr. Sunil D. Shankhadarwar (Examination Coordination Committee)
Dr. Sanjeevani Gharge (Students' Council)
Dr. Jessy Pius (Faculty)
Dr. Vaishali Dabke (In-charge: Criterion I)
Dr. Bhavna Narula (In-charge: Criterion II)
Dr. Madhavi Badole (In-charge: Criterion III)
Dr. Nitinkumar Potadar (In-charge: Criterion IV)
Dr. Vaibhav Wagh (In-charge: Criterion V)
Dr. Kanchan Chitnis (In-charge: Criterion VI)
Dr. Arjun Kharat (In-charge: Criterion VII)
Dr. Pradeep Waghmare (Faculty)
Dr. Himani Chaukar (Faculty)
Dr. Sachin Palekar (Faculty)
Dr. Aravind Gajengi (Faculty)

The following members were granted leave of absence: Dr. Veena Thakare, Dr. Sucheta Ketkar, Dr. Manish Hate, Ms. Varsha Malwade, Mr. Sudarshan Agre, Mr. Sahebrao Ghule and Mr. Shailesh Shelar

Agenda. No. 1: To take updates on progress of SSR and AQAR 2023-24

All in-charges presented the status of the work of their respective criteria
Supporting documents were being prepared. Data of 2023-24 was being updated
AQAR 2022-23 was almost uploaded. Last few details were pending due to the portal being inactive often

Resolved that: Work on supporting documents preparation for SSR to continue

Agenda. No. 2: To discuss the points for writing Executive Summary of SSR

Discussion on points of Executive Summary took place.

Resolved That: The Executive Summary will be based on the points discussed and data of all the 7 criteria.

Agenda No. 3: To prepare department wise Evaluative Reports

Discussion on the format of Evaluative Report and time frame for submission.

All heads of the departments to be asked to submit the Department Evaluative Report in the format provided in the NAAC Manual.

Resolved that: All heads of the departments will submit the report by 24th February 2024

Agenda No. 4: To update about the Planned Activities

- 1) Library Audit has been scheduled on 29th February 2024.
- 2) Dr. Pradeep informed that a three day workshop on “Inquiry and Critical Thinking” has been arranged for selected students of FYBSc and SYBSc through IISER under MS DEED of MSFDA from 15th to 17th February 2024.
- 3) Remedial are being conducted for the Special Learners at the department level depending on the requirement of each student

Dr. Ashwini Deshpande
IQAC Coordinator

Dr. Anushree Lokur,
Principal, Convenor, IQAC

**S.P. MANDAL'S
RAMNARAIN RUIA AUTONOMOUS COLLEGE
IQAC**

Actions taken report of Eighth IQAC meeting held on 13th February 2024

	Plan	Activities	Outcome
1	To update on progress of SSR and AQAR 2022-23	Preparation of supporting documents	Data of 2023-24 is being added AQAR 2022-23 was almost uploaded. Last few details were pending due to the portal being inactive often
		Library Audit	Library Audit scheduled on 29th February 2024
2	To discuss the points for writing Executive Summary of SSR	Detailed discussion on points of Executive Summary took place	Writing of executive summary will be based on points finalised in all the criteria
3	To write the evaluative reports of departments	All heads of the departments to write and submit the Department Evaluative Report in the format provided in the NAAC Manual	All heads of the departments were asked to submit the report by 24th February 2024
4	Workshops/ Sessions for students	A three day workshop on "Inquiry and Critical Thinking" has been arranged for selected students of FYBSc and SYBSc through IISER under MS DEED of MSFDA	The workshop is scheduled from 15th to 17th February 2024
		Remedial for special learners	Departments are conducting the remedial based on the requirement of each students

Ashwini Deshpande

Dr. Ashwini Deshpande
Coordinator, IQAC

Anushree Lokur

Dr. Anushree Lokur
Principal, Convenor, IQAC

S.P. MANDALI'S
RAMNARAIN RUIA AUTONOMOUS COLLEGE
Matunga, Mumbai 400019

Minutes of the Meeting of IQAC Members held on 14th March 2024 at 12:00 in the
Conference Room

The following members attended the meeting:

Dr. Anushree Lokur (Convener)
Dr. Varsha Shukla (Vice Principal)
Dr. Vaibhavi Palsule (Vice Principal)
Dr. Ashwini Deshpande (Coordinator)
Dr. Sujata Suvarnapathki (Dean- Academic Affairs)
(Dean-Research Consultancy & Innovation)
Dr. Sunil D. Shankhadarwar (Examination Coordination Committee)
Dr. Sanjeevani Gharge (Students' Council)
Dr. Jessy Pius (Faculty)
Dr. Manish Hate (Faculty)
Ms. Varsha Malwade (Faculty)
Dr. Vaishali Dabke (In-charge: Criterion I)
Dr. Bhavna Narula (In-charge: Criterion II)
Dr. Madhavi Badole (In-charge: Criterion III)
Dr. Nitinkumar Potadar (In-charge: Criterion IV)
Dr. Vaibhav Wagh (In-charge: Criterion V)
(In-charge: Criterion VI)
Dr. Arjun Kharat (In-charge: Criterion VII)
Dr. Pradeep Waghmare (Faculty)
Dr. Himani Chaukar (Faculty)
Dr. Sachin Palekar (Faculty)
Dr. Aravind Gajengi (Faculty)

The following members were granted leave of absence: Dr. Kamini Donde , Dr. Veena Thakare,
Dr. Sucheta Ketkar, Dr. Kanchan Chitnis, Mr. Sudarshan Agre, Mr. Sahebrao Ghule and Mr.
Shailesh Shelar

Prof (Dr). Anushree Lokur started the meeting by welcoming the members.

The meeting started with the following deliberations:

Agenda No. 1: To submit AQAR 2022-23

Dr. Ashwini Deeshpande informed all the faculty members that the Annual Quality Assurance Report (AQAR) for the academic year 2022-23 was submitted on 27th February 2024 and has been accepted by NAAC without any queries.

Agenda. No. 2: To generate VIDWAN id

Prof. Lokur informed that all faculty members who have served from 2019 to 2024 must have the VIDWAN ID. Additionally, heads of departments were asked to request the retired and resigned faculty, to provide with their VIDWAN ID.

Agenda No. 3: To finalise the Data Collation date

The final data collation date of 2023-24 data in SSR was declared 31-03-2024.

Resolved that: All criterion heads will submit the final QIM and QnM by 1st April 2024.

Agenda No. 4: To finalise the Examination Audit and Academic and Administrative Audit date

Discussed that: 1) Examination Audit should be conducted before the commencement of examinations

2) Academic and Administrative Audit should be conducted when teachers and administrative staff will be comparatively free.

Resolved that: 1) Examination Audit will be conducted on 22nd March 2024

2) Academic and Administrative Audit will be conducted on 24th and 25th April 2024

Agenda No. 5: To take updates on planned activities

Workshops/Sessions planned for students

Inquiry and Critical Thinking Workshop was conducted for advanced learners of FYBSc and SYBSc through IISER under MS DEED of MSFDA from 15th to 17th February 2024.

86 students and 12 teachers attended it

Workshops/Sessions planned for teachers

FDP on Leadership Development will be conducted by WeSchool on 28th March 2024

Workshops/Sessions planned for administrative and support staff

A workshop Team Building, Effective Communication Skills and Work Culture was conducted in two batches on 1st and 7th March 2024 at Rambhau Mhalgi Prabodhini, Uttan. 92 members attended it

Prof. Lokur and Dr. Ashwini Deshpande thanked all the members.



Dr. Ashwini Deshpande
IQAC Coordinator



Dr. Anushree Lokur,
Principal, Convenor, IQAC

**S.P. MANDALI'S
RAMNARAIN RUIA AUTONOMOUS COLLEGE
IQAC**

Actions taken report of Ninth IQAC meeting held on 14th March 2024

	Plan	Activities	Outcome
1	To update on progress of SSR and AQAR 2022-23	AQAR 2022-23 was submitted on 27th February 2024	It was accepted without any queries
2	To generate VIDWAN ids	All members who have served from 2019 to 2024 to generate VIDWAN ids	All teachers including the retired and resigned have created their VIDWAN ids and submitted to IQAC
3	To finalise the Data Collation date	Date for data collation of 2023-24 in SSR was done by 31st March 2024	All criterion heads 1 submitted the final QIM and QnM on 1st April 2024
4	Audits	Examination Audit	Examination Audit scheduled on 22nd March 2024
		Gender Audit	Gender Audit scheduled on 13th April 2024
		Academic and Administrative Audit	Academic and Administrative Audit scheduled on 24th and 25th April 2024 The data was submitted in July but it was being postponed
5	Workshops/ Sessions for students	A three day workshop on "Inquiry and Critical Thinking" has been arranged for selected students of FYBSc and SYBSc through IISER under MS DEED of MSFDA	The workshop was conducted from 15th to 17th February 2024 86 students and 12 teachers attended it
		Remedial for special learners	Departments will submit the reports to IQAC by 31st March 2024
6	Workshops/Sessions for teachers	FDP on Leadership Development	FDP scheduled on 28th March 2024 in the WeSchool campus

7	Workshops/ Sessions for Administrative and Support Staff	Workshop Team Building, Effective Communication Skills and Work Culture	92 members attended the workshop in two batches on 1st and 7th March 2024 at Rambhau Mhalgi Prabodhini, Uttan.
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Dr. Ashwini Deshpande
Coordinator, IQAC



Dr. Anushree Lokur
Principal, Convenor, IQAC